



Western Australia

Agenda for the Ordinary Meeting of the Murchison Shire Council,
To be held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
On Friday **18th September 2015**, at 10:00 am

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

4.1 STANDING ORDERS

Council Decision:		
Moved: Councillor	Seconded: Councillor	
That the following Local Law-Standing Orders 2001 be stood down:		
8.2 Limitation on the number of speeches		
8.3 Duration of speeches		
Carried/Lost	For:	Against:

5. NEXT MEETING

The next meeting is scheduled for 16 October 2015.

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

8. CONFIRMATION OF MINUTES

8.1 ORDINARY MEETING OF COUNCIL – 21ST AUGUST 2015

Background:

Minutes of the Ordinary Meeting of Council have previously been circulated to all Councillors.

Recommendation:

That the minutes of the Ordinary Meeting of Council held on 21st August 2015 be confirmed as an accurate record of proceedings.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

8.2 AUDIT COMMITTEE MEETING – 21ST AUGUST 2015

Background:

Minutes of the Audit Committee Meeting held on the 21st August 2015 have previously been circulated to all Councillors.

Recommendation:

That the minutes of the Audit Committee Meeting held on 21st August 2015 be confirmed as an accurate record of proceedings

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor		Seconded: Councillor
Carried/Lost	For:	Against:

9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

11. ACTION LIST

No	Item	Action	Status
1	Establishment of Working Group for Accident Prevention.	Inaugural meeting held 24 th September. Group established.	Ongoing
2	Community Project Officer	Inaugural meeting held 24 th September. Group established.	Office Extension and pro-rata salaries & wages allowed for in 2015-16 budget.
3	Lawn Bowls	<p>Evergreen have completed install of bowling rinks.</p> <p>Community Advisory Group to advise Council on completion ie type of shelters; fencing etc</p> <p>At the June 2015 meeting of Council it was decided:</p> <p><i>1. Erect a high fence between the tennis court and bowling rink, including access gate between, using the same materials as the existing fence (linkmesh);</i></p> <p><i>2. Fence around the rink in heritage green colourbond 1.5 m high – to the southern, western and northern sides;</i></p> <p><i>3. Pave around the rink using the same pavers as those used at the sports club;</i></p>	<p>CAG meeting 19/06/2015</p> <p>RFQ for fencing, drainage and paving sent to Community. Closing Date 2/10/2015.</p> <p>Price inc enough chainmesh to replace existing chicken wire on other three sides \$5,620 ex GST (supply only)</p> <p>Price \$6,057 ex GST (supply only). Still to get quote for erecting.</p>

		<p><i>4. Erect 'Seaside shelters' at either end, in keeping with the shelters erected at the roadhouse and caravan park.</i></p> <p>Note: there is only \$5,000 left of the \$120,000 allocated to the bowling rink; however, there is just over \$100,000 left for the Motel units landscaping and so I am hopeful that I will be able to re-allocate what's left to the Bowling Rink.</p>	<p>Price supply \$5,616 supply. Still to get quote for laying.</p> <p>Price for 4 at 2.5m \$18,480 ex GST (supply only) – ordered</p> <p>Approval granted by Department of Regional Development to transfer \$70,000 grant funds from Motel Units for the completion of the bowling rinks</p>
<p>4</p>	<p>Laundry and Accommodation Units</p>	<p>Fleetwood have delivered the accommodation & laundry units; handrails have been fitted; plumbers and electricians on-site this week; TV's and vast reception installed; linen purchased; fridges & kettles purchased. Still need to re-shape verandah rooves; paint verandah posts and handrails; purchase crockery and outdoor settings; complete landscaping.</p> <p>Community Advisory Group to advise Council on completion</p> <p>At the June 2015 meeting of Council, it was decided:</p> <p><i>1. accept Fleetwood's quote to supply the curved verandah rooves as per the concept plans for both laundry and accommodation units;</i></p> <p><i>2. accept CAG's recommendation to paint the verandah posts, handrails and fascias in grey to match the grey paint on the body of buildings;</i></p> <p><i>3. landscaping – Accommodation units - run a concrete footpath from the existing footpath on the northern side of the roadhouse, past a retaining wall (to match</i></p>	<p>Fleetwood's quote accepted – material will be on site this Thursday 20th August; I have had two more quotes for re-shaping the rooves and will follow up with successful builder this week to establish commencement date.</p> <p>Roofing material delayed – to be delivered Friday 18 September. Builder contracted to paint rafters/fascias and replace rooves shortly thereafter.</p> <p>To be painted prior to modifying roof. Handrails and verandah posts to be painted by Fleetwood, commencing Thursday 20th August. Painting of verandah posts and handrails completed by Fleetwood.</p> <p>Request for Quote for concreting/retaining walls sent to Community 12/09/2015. RFQ closes 25/09/2015.</p>

		<p><i>existing) to be constructed half way down the lawn at the existing units, to the ramp and continue on with the footpath to the northern side of the ramp as far as the steps. Plant some small native shrubs on the roadside of the footpath to separate pedestrian traffic from vehicular traffic. Plant small native shrubs between existing and new accommodation units; protect leach drains from traffic with timber bollards.</i></p> <p><i>Laundry – spread gravel over leach drains; run concrete path on the western side of the laundry, heading north to clotheslines; plant small native, shallow rooted shrubs between leach drains; protect leach drains from traffic with timber bollards.</i></p>	<p>Gravel has been spread over leach drains and clothes lines installed. Request for Quote for concreting sent to Community 12/09/2015. RFQ closes 25/09/2015.</p>
5	Ballinyoo Bridge Tender	<p>Tender closed Monday 16 February. Bocol was nominated by council as the preferred tenderer at the March 2015 OCM. Bocol awarded contract and to commence 1 August to 1 September, depending on river flows.</p>	<p>Bocol were given possession of site on the 25th August and have commenced construction of the northern bypass road.</p>
6	Cemetery and Remembrance Walk (walk)	<p>Completion of the cemetery and names for the remembrance walk. Community to be contacted to suggest names for inclusion.</p> <p>Community Advisory Group to advise Council on these projects.</p>	<p>CAG meeting 19/06/2015</p> <p>Need to re-schedule – roads were closed on the 19/06.</p>
7	FOI	<p>Council need to review their Freedom of Information Statement to ensure it is correct regarding the review process</p>	<p>Yet to be actioned</p>
8	Review of Road Network	<p>Council to conduct a whole of shire road review. Establish roads to be closed/position of roads etc. and work with Landgate and surrounding shires.</p> <p>Full road pick-up has been undertaken by Greenfields and has been finalised – this was mainly to establish correct infrastructure values but will form a good basis from which to start.</p>	<p>Ongoing. Undesignated unsurveyed roads was bought up as a discussion point at the May zone meeting.</p>
9	Development of Draft Drug & Alcohol Policy	<p>CEO to develop a draft Drug & Alcohol Policy to present to council for consideration</p>	<p>The CEO has asked LGIS if they have a pro-forma policy that can be adapted to suit our circumstances. They are currently working in conjunction with WALGA to develop one and it will be available in the short term.</p> <p>The President has forwarded a policy which is a WALGA template. If it is suitable, it refers to a Discipline Policy and a Grievance, Investigations and Resolutions Policy, which we will also need to develop</p>

Recommendation:

That the Action List be accepted.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

12. DISCLOSURE OF INTERESTS

13. REPORTS OF OFFICES

13.1 MONTHLY PLANT REPORT – CHIEF EXECUTIVE OFFICER

August 15		Hours						YTD	
Plant Item	Year	Rego	1 July '15	Start Hrs/kms	End Hrs/km	Total Month YTD		Operating Costs Plant Fuel	
P.01 JD Grader	2011	MU 121	6236	6331	6485	154	249	3333.75	5057.65
P.02 Cat Grader 12H	2005	MU 141	12591	12755	12906	151	315	5802.88	5239.17
P.03 Cat Grader 12M	2008	MU 51	8672	8834	8978	144	306	4199.38	5000.30
P.04 New/H Ford Tractor	2006	MU 380	1831	1850	1866	16	35	122.50	
P.05 Dolly 1-Red	2001	MU 2003	3488	5783	6697	914	3209	194.66	
P.06 Mitsubishi Canter	2010	01 MU	138805	140622	140622	0	1817	2709.00	1081.40
P.07 Nissan UD	2009	000 MU	189658	190567	190870	303	1212	778.75	934.15
P.08 Dolly 2-Black	2000	MU 2009	27654	27654	27654	0	0	136.50	n/a
P.09 Iveco P/Mover	2003	MU1065	304084	305290	307137	1847	3053	638.75	2290.50
P.10 Iveco Tipper Conv	2004	MU 00	174427	174439	174550	111	123	408.63	1474.43
P.11 Komatsu Dozer	1997		475	481	537	56	62	5581.00	1386.82
P.13 Tri-Axle L/L Float	2008	MU 663	0	228	228	0	228	423.05	n/a
P.14 No. 2 Float P.14	2001	MU 2004	57198	0	57198	57198	0	86.16	n/a
P.17 Side Tipper	2001	MU 662	10197	11986	12306	320	2109	248.91	n/a
P.18 Side Tipper	2001	MU2010	65459	67957	69709	1752	4250	590.16	n/a
P.24 3000L W/Tanker	2005	MU 2024	43080	43092	43157	65	77	2630.95	n/a
P.27 Volvo Loader	2006	MU 65	7088	7160	7218	58	130	2027.70	5943.21
P.28 Isuzu Dmax	2009	MU 300	194174	195,735	197,580	1845	3406	460.46	363.86
P.32 Construction Gen			20519	20583	???				699.00
P.33 Maintenance Gen			6371	6847	7247	400	876	110.25	1250.83
P.34 Generator Perkins		Mechanic	18615	18615	18615	0	0		
P.35 Generator 1-110kva	2011		19493	19880	20249	369	756	4756.50	13308.96
P.35 Generator 2-110kva	2011		12221	12678	13045	367	824		
P.37 Forklift			12268	12283	12289	6	21		41.65
P.40A Toyota Hilux	2014	MU 1018	26191	29,012	29,012	0	2821	327.27	753.90
P.41 Cat 938G Loader	2004	MU 193	4940	4961	5054	93	114	1022.00	1690.32
P.43 Bomag Roller	2012	MU1027	2596	2606	2616	10	20	325.20	???
P.48 Dog Fuel Trailer	1979	MU 2026	0		0	0	0		n/a

P.49 Dog Fuel Trailer	1972	MU 2005	0	0	0	0			n/a
P.54 Isuzu T/Top	2005	MU 1002	156000	157,023	???			791.00	925.20
P.55 Toyota Prado	2012	MU 0	39649	41853	45075	3222	5426		675.56
P.57 Great Wall	2012	MU 167	43094	44096	45001	905	1907	385.31	195.39
P.59 45ft Flat Top	1978	MU2044	0	0	0	0	0	157.50	n/a
P.60 Mercedes PTV	2004	MU 1009	100695	100699	101380	681	685	924.90	92.83
P.61 Kenworth P/Mover	2004	MU 000	50736	53261	55140	1879	4404	2026.45	5402.78
P.62 Heavy Maint Trailer		MU 446	0		0	0	0		n/a
P.63 RAV4	2013	MU 1011	28547	28646	28680	34	133		61.00
P.64 Isuzu Construction	2013	MU 140	63361	66611	71194	4583	7833	1171.87	2039.99
P.65 Generator 9KVA	2013	H/ Maint	4350	4433	4433	0	83	84.91	n/a
P.66 Kubota 6kva Gen	2012		6575	6639	6881	242	306		443.19
P.67 Roadwest S/Tipper	2013	MU2042	33159	35652	36713	1061	3554		n/a
P.68 Bomag Padfoot	2013	MU1071	900	931	945	14	45	273.00	767.86
P.72 Isuzu Fire Truck	2013	MU1068	754	764	768	4	14		
P.73 Toyota Fast Attack	2014	MU1069	at Milly Milly			0			
Caravans					0	0	0	228.38	n/a
JD Ride on Mower			607	614	624	10	17	small plant	small plant

13.2 WORKS REPORT – CHIEF EXECUTIVE OFFICER

Construction Crew

The construction crew have worked on re-forming and re-sheeting 2km of the Carnarvon Mullewa Road between Curbur and Mt Narryer. The crew are moving along well. They have re-formed all but the floodways, established the calcrete/gravel basecourse and completed the first pass with 10 metre wide calcrete. They are now working on the second pass (8 metre wide running surface) with the calcrete. The CEO has been visiting site weekly in the absence of the Works Supervisor to give moral (rather than technical) support and has been impressed with the progress and quality of work. Wil and Colleen are away from the 14th – 19th, with Kym returning to operate the roller and Stuart driving the road train. Steve has been helping out on the grader while Barry convalesces and Ivor has been continuing on the water cart.

The floodways will be completed once Brian returns from leave on the 29th September and then the crew will return to the Wooleen bypass.

Stuart has been busy on the dozer, pushing up calcrete for the Construction crew and then gravel for the floodways at the pit just north of Mt Narryer. He is presently pushing up 3,000 m³ for the Bullardoo dust suppression works and will then move to the pit on Butchers Track to push up another 2,000 m³.

Maintenance Crew

During the month, Glen & Neil moved their camp to Yuin and did a full grade on the Beringarra Pindar Road south of Yuin. They then did a patch grade of floodways and small creek crossings from the first grid north of McNabbs to Murgoo and a full grade of the McNabbs Twin Peaks Road. From there they have commenced a patch grade of the Mt Wittenoom Wooleen Road and a full grade of the Meeberrie Wooleen Road. Once completed there, they will grade the Erabiddy Bluff Road and Butchers Track, which is a bit rugged apparently on the eastern end.

Works Supervisor

26/08/2015 Inspected Beringarra Pindar Road with President Mark Halleen and two representatives from GTS, one being Pat Hogan. GPS'd parts of the road that are likely to break up during haulage. Brian will conduct another inspection just prior to haulage.

On annual leave from 28/08/2015 – 29/09/2015.

ROADS GRADED

Name	Length of Road	SLK's Graded this month	Heavy Maintenance	Comments
Beringarra /Pindar	319.80km	103.00		Pindar to 10k north McNabbs – full grade
Beringarra /Pindar		51.00		10k north McNabbs to Murgoo patch grade
Erong	63.12km			
Beringarra/Byro	90.89km			
Twin-Peaks/Wooleen	47.65km			
Boolardy/Kalli	57.30km			
Byro/Woodleigh	71.00km			
New Forrest/Yallalong	36.18km			
M ^c Nabb/Twin-peaks	49.75km	49.75		Full grade
Yallalong-West	34.46km			
Mileura/Nookawarra	49.08km			
Muggon	38.75km			
Manfred	34.55km			
Beringarra/Mt Gould	34.80km			
Tardie/Yuin	13.20km			
Innouendy	9.30km			
Boolardy Homestead	2.00km			
Yunda Homestead	32.80km			
Meeberrie Woolleen	25.22km	25.00		Full grade
Mt Wittenoorn	37.55km			
Woolleen/Mt Wittenoorn	33.85km			
Beringarra Cue	109.82km			
Boolardy Wooleen	19.08km	19.00		
Kalli Cue East	21.87km			
Coodardy Noonie	19.92km			
Butchers Track	64.54km			
Butchers Muggon	23.80km			
Murchison Settlement	2.00km			
Coolcalalaya road	36km			
Carnarvon-Mullewa	278.63km			
Woolgorong-South	15.00km			
Errabiddy-Bluff	12km			
Air strip Graded		2		

Total this month graded: 247.75

Recommendation:

That the Work’s Supervisor’s report be accepted.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

14.1 SHIRE PRESIDENT

14.2 COUNCILLORS

15. REPORTS OF COMMITTEES

16. FINANCE

16.1 FINANCIAL ACTIVITY STATEMENTS JULY 2015

File:	2.2
Author:	Dianne Daniels - CEO
Interest Declared:	No interest to disclose
Date:	12 th September 2015
Attachments:	Financial Activity Statements for 1 month to 31 July 2015 Statement of Financial Position Operating Statement by Program Operating Statement by Class Accounts Activity General Ledger Trial Balance

Matter for Consideration:

Council to consider adopting the Monthly Financial Statements for July 2015.

Background:

The Local Government (Financial Management) Regulations 1996. Regulation 34 requires that local government report on a monthly basis and prescribes what is required to be reported.

Comment:

The Current Position at 30 July 2015 is a surplus of \$6,079,086 against a YTD budget of \$6,196,671 so down \$117,585

	YTD Actual
Opening Funding Surplus(Deficit)	(14,133)
Less Operating Revenues down	(16,056)
Add Operating Expenditure down	729,668
Less Funding Balance Adjustment	(181,196)
Add Capital Revenue up	48,000
Less Capital Expenditure up	(682,564)
Less Reserve Transfers up	(1,303)
	<u>(117,585)</u>

Refer to July Financials for explanation of variances.

The following Term Deposits are currently held:

Beringarra- Cue Road Reserve TD	\$3,268,337.00	@ 3.43%	Maturity 27/09/2015
Crosslands MCF Term Deposit	\$ 352,755.00	@ 2.97%	Maturity 27/09/2015
Ballinyoo Bridge	\$2,500,000.00	@ 2.97%	Maturity 27/07/2015

Statutory Environment:

Local Government Act 1995

Section 6.4–Specifies that a local government is to prepare “such other financial reports” as is prescribed.

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
- (b) Budget estimates to the end of month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) Material variances between the comparable amounts referred to in paragraphs (b) and
- (e) The net current assets at the end of the month to which the statement relates.

Strategic Implications:

Nil.

Policy Implications:

Nil.

Budget/Financial Implications:

Reports showing year to date financial performance allow monitoring of actual expenditure, revenue and overall results against budget targets.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations
- **Economic:**
There are no known significant economic considerations
- **Social:**
There are no known significant considerations

Consultation:

Moore Stephens

Recommendation:

That Council adopt the financial statements for the period ending 31 July 2015 as attached.

Voting Requirements:

Simple majority.

<p>Council Decision: Moved: Councillor</p>	<p>Seconded: Councillor</p>
<p>Carried/Lost</p>	<p>For: Against:</p>

16.2 FINANCIAL ACTIVITY STATEMENTS AUGUST 2015

File:	2.2
Author:	Dianne Daniels - CEO
Interest Declared:	No interest to disclose
Date:	12 th September 2015
Attachments:	Financial Activity Statements for 2 months to 31 August 2015 Statement of Financial Position Operating Statement by Program Operating Statement by Class Accounts Activity General Ledger Trial Balance

Matter for Consideration:

Council to consider adopting the Monthly Financial Statements for August 2015.

Background:

The Local Government (Financial Management) Regulations 1996. Regulation 34 requires that local government report on a monthly basis and prescribes what is required to be reported.

Comment:

The Current Position at 31 August 2015 is a surplus of \$7,246,311 against a YTD budget of \$5,844,700 so up \$1,401,611.

	YTD Actual
Opening Funding Surplus(Deficit)	(14,133)
Add Operating Revenues up	63,293
Add Operating Expenditure down	1,562,017
Less Funding Balance Adjustment	(362,608)
Add Capital Revenue up	301,717
Less Capital Expenditure up	(146,094)
Less Reserve Transfers up	(2,580)
	<hr/> 1,401,611 <hr/>

Refer to August Financials for explanation of variances.

The following Term Deposits are currently held:

Beringarra- Cue Road Reserve TD	\$3,268,337.00 @ 3.43% Maturity 27/09/2015
Crosslands MCF Term Deposit	\$ 352,755.00 @ 2.97% Maturity 27/09/2015
Ballinyoo Bridge	\$2,504,862.00 @ 2.97% Maturity 27/09/2015

Statutory Environment:

Local Government Act 1995

Section 6.4–Specifies that a local government is to prepare “such other financial reports” as is prescribed.

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
- (b) Budget estimates to the end of month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) Material variances between the comparable amounts referred to in paragraphs (b) and
- (e) The net current assets at the end of the month to which the statement relates.

Strategic Implications:

Nil.

Policy Implications:

Nil.

Budget/Financial Implications:

Reports showing year to date financial performance allow monitoring of actual expenditure, revenue and overall results against budget targets.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations
- **Economic:**
There are no known significant economic considerations
- **Social:**
There are no known significant considerations

Consultation:

Moore Stephens

Recommendation:

That Council adopt the financial statements for the period ending 31 August 2015 as attached.

Voting Requirements:

Simple majority.

Council Decision:		
Moved: Councillor		Seconded: Councillor
Carried/Lost	For:	Against:

16.3 ACCOUNTS PAID DURING AUGUST 2015

File:	4.37.1
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	12 th September 2015
Attachments:	EFT & Cheque Details for August 2015

Matter for Consideration:

Endorsement of accounts paid during the month of August 2015.

Background:

If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, then the CEO is to prepare a list of accounts paid by the CEO during the month to present to Council.

Comment:

Payments made during the month of August 2015 are attached.

Statutory Environment:

Local Government (Financial Management) Regulations 1996

Regulation 13 states:

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee’s name; and

- (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (3) A list prepared under sub regulation (1) or (2) is to be —
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Strategic Implications:

None

Policy Implications:

None

Budget/Financial Implications:

Payment from the Municipal, Trust and Reserve Bank Accounts.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations
- **Economic:**
There are no known significant economic considerations
- **Social:**
There are no known significant considerations

Consultation:

Moore Stephens

Recommendation:

That the accounts as per the attached Schedule presented to this meeting totalling \$605,824.79 which includes \$84,758.84 of intra account transfers for the month of August 2015, be endorsed by Council.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor		Seconded: Councillor
Carried/Lost	For:	Against:

17. DEVELOPMENT

17.1 HEAVY MAINTENANCE WORKS – CALL FOR PUBLIC TENDER

File:	12.8
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	14 th September 2015
Attachments:	N/A

Matter for Consideration:

Council to consider calling a Public Tender for Heavy Maintenance works for 2015-16 and establishing a Tender Evaluation Panel.

Background:

Council has made provision for Heavy Maintenance Works in the 2015-16 Budget.

Comment:

The Local government Act 1995 and the Local Government (Functions and General) Regulations 1996 state that Tenders are to be publicly invited if the consideration under a contract is expected to be more than \$100,000 and prior to publicly inviting tenders, the local government must establish in writing the criteria for determining which tender should be accepted.

Further, prior to calling for public tenders, the Shire of Murchison Purchasing Policy requires that Council establish an Evaluation Panel.

Statutory Environment:

Local Government Act 1995

3.57. Tenders for providing goods or services

- (1) *A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) *Regulations may make provision about tenders.*

*Local Government (Functions and General) Regulations 1996
Division 2 – Tenders for Providing Goods and Services (s.3.57)*

11. When tenders have to be publicly invited

- (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100 000 unless subregulation (2) states otherwise.*

12. Anti-avoidance provision for r. 11(1)

If a local government enters into 2 or more contracts in circumstances such that the desire to avoid the requirements of regulation 11(1) is a significant reason for not dealing with the matter in a single contract, tenders are to be publicly invited according to the requirements of this Division before entering into any of the contracts regardless of the consideration.

[Regulation 12 amended in Gazette 2 Feb 2007 p. 245-6.]

13. Requirements when local government invites tenders though not required to do so

If a local government, although not required by this Division to invite tenders before entering into a contract for another person to supply goods or services, decides to invite tenders, the tenders are to be publicly invited according to the requirements of this Division.

14. Publicly inviting tenders, requirements for

- (1) *When regulation 11(1), 12 or 13 requires tenders to be publicly invited, State wide public notice of the invitation is to be given.*
- (2) *If the CEO has, under regulation 23(4), prepared a list of acceptable tenderers, instead of giving Statewide public notice the CEO is required to give notice of the invitation to each acceptable tenderer listed.*
- (2a) *If a local government —*
 - (a) *is required to invite a tender; or*
 - (b) *not being required to invite a tender, decides to invite a tender,*

the local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.

Strategic Implications:

N/A

Policy Implications:

The Shire of Murchison Purchasing Policy and Buy Local – Regional Price Preference Policy refer.

Financial Implications:

This is a budgeted item for the 2015-16 financial year.

Consultation:

N/A

Recommendation (3 points):

1. That Council invites Public Tenders for Heavy Maintenance Works for 2015-16, based on a schedule of rates for the following plant & equipment:

Notes

All provisions necessary for the operation of the plant/equipment will be borne by the contractor, including, camp, meals & accommodation, fuel supply, consumables and plant servicing.

Payment for machine hire will be made based on machine hours worked not machine hours on site, unless day rate is specified.

All rates shall be inclusive of GST.

	Plant Item	Unit	Rate inc GST
2.0	GRADER, H-140 or similar with 14 ft blade		
	Rate per hour while in use	Hour	
	Costs for mobe/demobe	Km	
3.0	FRONT END LOADER 3.0 – 4.0m3 bucket		
	Rate per Day	Day	
	Costs for mob/demob	Km	
4.0	MULTI RUBBER-TYRED ROLLER min 16t deadweight		
	Rate per hour while in use	Hour	
	Costs for mob/demob	Km	
6.0	SEMI-WATER CART Min 30,000 litres		
	Rate per hour while in use	Hour	
	Costs for mob/demob	Km	
7.0	SEMI SIDE-TIPPER		
	Rate per hour while in use	Hour	
	Costs for mob/demob	Km	
11.0	ALL EQUIPMENT FOR WATER SUPPLY INCLUDING: 1 submersible pump 6,000L per hour 1 submersible pump 4,000L per hour Standalone standpipe with 100 mm double end transfer pump All generators as required Rate for equipment to include maintenance and fuel	24 hour	
14.0	TRAFFIC MANAGEMENT		
	Traffic Management Plan is required; all signs and equipment; ticketed personnel as required.	Day	

2. That Council establish a Tender Evaluation Panel (minimum 3 members) to assess the tenders consisting of the following members:

(TBA)

3. That council includes the following assessment criteria in the tender.

COMPLIANCE CRITERIA

Tenders will be assessed for compliance with the requirements of the conditions of Tender and any Contract Requirements, including responses shown in the Tender Schedules. Compliant tenders will proceed for further assessments as follows:

Comparative Price Assessment

The comparative price for each tender will be calculated by applying applicable regional price preference imposts.

Qualitative Assessments

The tender is called under the local government (Functions & General) Regulations 1996. The prime consideration in the evaluation of received tenders is to establish the tender that clearly demonstrates an understanding of the tasks required under the tender and in the Shire’s opinion represents the best value for money.

The Qualitative Assessment component of the assessment process is designed to take into account those aspects of the Tender that do not readily translate into absolute dollar values, but do however have socio-economic benefits in accordance with the table below.

The criteria on which tenders will be assessed, the maximum weighted score for each criteria and the scoring methodology is as follows:

Description of Qualitative Criteria	Weighting	Score
Skills and experience of key personnel (eg demonstrated ability, accreditation, First Aid Training, etc)	TBA	0-5
Suitability of plant and machinery	TBA	0-5
Workplace Safety Management Procedures (eg Compliance with Shire’s Contractor Safety Equipment Requirements, Induction Process, Safety Procedures etc)	TBA	0-5
The Contractor’s commitment to provision of quality Traffic Management	TBA	0-5
Demonstrated capacity and flexibility to satisfactorily service shire needs	TBA	0-5

Value for Money Assessment

The Principal reserves the right to take into consideration any feature of a tender that provides a benefit to the Shire of Murchison and the community. Any additional features will be evaluated in accordance with the value-for-money assessment process outlined below:

In formulating the recommendation for any acceptance of any Tender, value for money will be assessed by:

- a) Identifying the lowest Competitive Price Tender (this tender then becomes the Benchmark for the value-for money assessment);
- b) If the next highest priced Comparative Price Tender has a higher Qualitative Assessment Score than the benchmark, identifying the additional benefits (if any) offered and assessing if the additional benefit is worth the additional price;
- c) Repeating Step b) with the remaining tenders;
- d) Determining which of the remaining Tenders, if any, offers the best value-for-money.

Where a higher priced conforming offer is recommended, there should be clear and demonstrable benefits over and above the lowest total priced, conforming offer.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor		Seconded: Councillor
Carried/Lost	For:	Against:

17.2 LOCAL PLANNING SCHEME & STRATEGY – SCHEDULE OF MODIFICATIONS REQUIRED BY MINISTER

File:	10.3
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th September 2015
Attachments:	Correspondence – 1. Western Australian Planning Commission 2. Urbis

Matter for Consideration:

This report is presented to Council to provide an information update on the status of the Shire of Murchison Draft Local Planning Scheme and Strategy.

Background:

The Shire of Murchison is required to prepare a Local Planning Scheme under the statutory requirements of the *Planning and Development Act 2005* (the Act). In parallel with the requirement for a local planning scheme is a requirement for a local planning strategy to be prepared in accordance with the requirements set out in the *Town Planning Regulations 1967* (the Regulations).

A broad project plan was presented to Council in September 2013 to formally commence the preparation of a Local Planning Strategy and Local Planning Scheme. Following this, a report was presented to Council on 19 December 2013 providing Council with the opportunity to note the advice of the WAPC and to formally consider the draft Local Planning Scheme and draft Local Planning Strategy. A further report was presented to Council on 20 June 2014 providing an update to Council on the status of the draft Scheme and Strategy and processes moving forward, including a number of updates required to the Scheme and Strategy resulting from further liaison with and review of documentation by the Office of the Environmental Protection Authority, Office of Science and the Department of Planning.

The draft Scheme and Strategy were advertised in accordance with the requirements set out in Section 84 of the *Planning and Development Act 2005* and Section 14 of the *Regulations* for a period of 3 months, closing on 15 December 2014. The advertising procedures included the following:

- display of the Scheme and Strategy at the Shire offices;
- display of the Scheme and Strategy at the WAPC office;
- display of the Scheme and Strategy on the Shire website;
- notice to be published in the Government Gazette;
- notices to be published in a newspaper circulating in the district; and
- notice being sent to all relevant government agencies.

On 20 March 2015 Council resolved to note the submissions received during the advertising period and adopt the new Scheme and Strategy subject to modifications outline in the officer's report. The modified Scheme and Strategy were forwarded to the WAPC for final approval.

Statutory Procedures for Final Approval of Schemes

The *Planning and Development Act 2005* (the Act) and *Town Planning Regulations 1967* (the Regulations) set out the procedures that apply to the preparation and adoption of planning schemes.

With respect to a Scheme that a local government has submitted to the Minister for final approval; Section 87(2) of the Act allows the Minister "...to require the local government concerned to modify that local planning scheme ... in such a manner as the Minister specifies before the local planning scheme ... is resubmitted for the Ministers approval..."

Section 21(2) of the Regulations require the local government "to comply with any modification required by the Minister" and "forward 3 copies of the Scheme to the Commission for final approval", within 42 days of being notified that the Minister has required modifications to the Scheme.

Section 22 of the Regulations requires 3 copies of the Scheme to be executed by the local government by the affixing of its seal to the documents and requires these documents to be lodged with the Commission.

After the Minister has granted final approval to the Scheme, a notice is required to be published in the Government Gazette advising of the decision to approve the scheme.

Planning and Development (Local Planning Scheme) Regulations 2014):

As outlined in the report to Council on 20 March 2015, a notable step in Planning Reform Stage 2 in Western Australia was the release of the draft *Planning and Development (Local Planning Scheme) Regulations 2014* for public comment. This previous report summarised the purpose of these new regulations and the implications for the new Scheme. The new regulations are now expected to come into effect on 1 September 2015.

It is anticipated that a basic amendment to Local Planning Scheme 1 will be required in due course to update the scheme to align with the regulations once they are finalised.

Status of Draft Local Planning Scheme and Strategy:

The WAPC considered the Scheme and Strategy adopted by Council and forwarded the documents to the Minister for approval.

The WAPC, in correspondence dated 6 July 2015 (refer Attachment 1) advised that the Minister has determined that prior to granting final approval to the Scheme and Strategy a number of modifications are required to these documents as outlined in the schedule accompanying the WAPC letter of 6 July. In general the modifications being sought are in response to submissions received during the advertising period. The following is a summary of the modifications required:

Local Planning Strategy

Minor rewording primarily being points of clarification, nomenclature corrections and the inclusion of additional explanatory information. The majority of modification are in response to the submission for Commonwealth Department of Industry (Australian Square Kilometre Array (ASKA) Office) and are intended to ensure the importance of the ASKA project is accurately and adequately reflected in the Planning Strategy document.

Local Planning Scheme

Some rewording, primarily being points of clarification raised by the CSIRO to ensure the tourism objectives are not removed from the Scheme; to ensure planning applications for pastoral zoned land outside of the SCA are dealt with differently from land within the SCA; and to ensure planning approval requirements are clearer, referral process retained, radio astronomy remains permitted, the SCA's primacy over all other elements of the

scheme is clear.

As outlined in the Statutory Procedures section above, where the Minister requires modifications prior to granting final approval to a Strategy and Scheme, the local government is obliged to modify the documents accordingly and to return them to the Minister for his endorsement.

There are a number of administrative tasks to be undertaken in order to conclude the statutory process of adopting Local Planning Scheme No 1 and the Local Planning Strategy. These tasks include placing advertisements relating to the adoption of the Scheme and Strategy and advising those who made submissions of the adoption of the Scheme as detailed in the recommendation.

Strategic Implications:

This is a statutory function.

Policy Implications:

A Local Planning Strategy and Scheme is part of the requirements under the Act. There are no direct policy implications for the Shire.

Financial Implications:

Nil

Consultation:

Urbis

Recommendations:

That Council:

- (1) Note the advice that the Minister for Planning requires modifications to the Strategy and Scheme prior to granting final approval.
- (2) Comply with the modifications required to the Strategy and Scheme by the Minister and authorise officers to modify the documents accordingly.
- (3) Authorise the Executing of the documents by the affixing of the Council seal to 3 copies of the documents comprising the Strategy and Scheme and the forwarding of these documents to the Commission for final approval.
- (4) Following endorsement by the Minister of final approval of the scheme, authorise the publishing of a notice in the Government Gazette, advising of the Ministers approval, with the notice being substantially in accordance with Form 6 in Appendix A of the Town Planning Regulations 1967 and a notice in a newspaper circulating in the Scheme area.
- (5) Following endorsement by the Commission of the Local Planning Strategy, authorise the publishing of a notice in a newspaper circulating in the Scheme area, advising of the Commissions endorsement of the Strategy.
- (6) Notify all persons who made a submission on the Scheme that the Scheme has been approved.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

17.3 EQUESTRIAN STABLING CENTRE

File:	11.3
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th September 2015
Attachments:	Scheme Map of Settlement and Strategic Land Use Plan

Matter for Consideration:

Council to consider the location of the new Equestrian Stabling Centre.

Background:

The Murchison Polocrosse Club applied for and was granted funding for an Equestrian Stabling Centre. The old stables between the sports club and the roadhouse will be demolished as part of the project.

Comment:

The location proposed by the Polocrosse Club (Location A on the attachment) was in an area to the south of Kurara Way, but, even though it is within the Community and Recreation Zone, it lies within the potential long-term housing expansion area.

The Community Advisory Group have advised that their preferred location would be close to the existing stables (Location B on the attachment), which is also within the Community & Recreation Zone.

Strategic Implications:

The recently adopted and approved Shire of Murchison Town Planning Strategy and Scheme ensures the efficient and effective structure of the Settlement which represents a logical growth pattern.

Policy Implications:

According to Building Control Policy 3.1, the Shire of Murchison currently enforces no building control, but the local government is to have due regard to the provisions of the policy and the objectives which the policy is designed to achieve before making its determination. The objectives are to ensure compliance with relevant Acts and Regulations.

Financial Implications:

N/A – funding awarded to the Polocrosse Club

Recommendation:

That the stables be located in the vicinity of the visitors stables at B on the attached Scheme map.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

18. ADMINISTRATION

19. NOTICE OF MOTION

20. CEO ACTIVITY REPORT

Date	Activity
17/08/2015	Tool Box Meeting Works Crew/Admin Staff meeting
19/08/2015	Ballinyoo Bridge Site Meeting Brian and I met with Andrew Cullen (Construction Manager); Brian Morris (Site Supervisor); Gordon Weldt – (Site Engineer)
20/08/2015	Geraldton Secondary School – gave talk to indigenous girls regarding role of Shires.
20/08/2015	Spoke with Dale Chapman of WALGA Procurement re how they could assist us with our Flood Damage Tenders
21/08/2015	Audit Committee Meeting
21/08/2015	Ordinary Meeting of Council
26/08/2015	Workshop in Geraldton – Driving Midwest Regional Development through Research, Innovation and Technology Also, SKA Stakeholders Meeting
27/08/2015	Spoke with Sasha Davidovich of the Housing authority. They are planning to review the properties that are part of our Joint Venture with them to make sure they are safe and in a good state of repair – this will probably happen sometime in October.
27/08/2015	Astrofest meeting
28/08-29/09/15	Works Supervisor/Admin Officer on Annual Leave
31/08/2015	Meeting with Works Crew/Admin Staff Meeting
31/08/2015	Spoke with Dale Chapman and Brian Ging of WALGA procurement. They are concerned that all of Council are on Assessment Panel – their advice from Tony Brown/James McGovern is that it goes against best practice. Suggested using preferred supplier Panel rather than tendering. Stuart Fraser of LG Department said that it is not illegal to have whole of Council on Assessment Panel.
31/08/2015	Spoke to Rod Johnston of Petro Industrial and Tyrone Dark of Petroleum Technologies re issues with the fuel bowsers cutting out. We have had the dispensers calibrated, but prior to that they were cutting out intermittently; worse after the calibration. They sent an electrician who had been involved in the installation of new tanks. He spent a full day checking everything and the verdict was that the voltage is dropping below 236 and causing the pumps to cut out. He thought he had solved the problem by putting pumps onto another phase; worked well for five days but then started cutting out again.
2/09/2015	Ballinyoo Bridge Meeting on site
2/09/2015	Meeting with Nigel Sercombe of DPAW – report sent to Councillors
2/09/2015	Astrofest Meeting
3/09/2015	Construction crew – site visit
3/09/2015	Nominations for Council Elections opened
4/09/2015	Interview with Glen Barndon on ABC at the Murchison Settlement
5/09/2015	Astrofest
7/09/2015	Meeting with Works Crew/Admin Staff Meeting
9/09/2015	Construction crew – site visit
10/09/2015	Emergency evacuation RFDS; Nominations for Council Elections closed
14/09/2015	Meeting with Works Crew/Admin Staff Meeting
14/09/2015	Ballinyoo Bridge Meeting – phone conference
15/09/2015	Construction crew – site visit

Recommendation:

That the CEO's Activity Report be accepted.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

21. URGENT BUSINESS

22. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

23. MEETING CLOSURE